My Role In Orienting All New Employees In My Office

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Overview

• What is orientation and onboarding and why is it important?
• Onboarding in OSUE - the big picture
• County Director’s role(s) in onboarding
• Review resources available
• Dialogue about onboarding program

Cochran & Earnest, 2008
What is orientation & onboarding?

• Orientation – things that happen in the first days or first weeks

• Onboarding
  – Traditional orientation +
  – Beyond paperwork & introductions - organizational culture, behavior, networks
  – To – connected, contributing
  – Organizational socialization

• Jerry McGuire – You had me at hello!

Cochran & Earnest, 2008
Why is onboarding important?

• Morale for new employees
• Retaining newcomers
• Cost of turnover
• Move toward full productivity faster

Cochran & Earnest, 2008
Recent research says…

- Strong positive correlation between socialization and job satisfaction
- Out of 7 methods of socialization, 3 were highly significant – impacted socialization
- #1 – county directors (supervisor)
- Number of methods used also important

(Higgins & Place, 2008)
Onboarding in OSUE

Working with:
- County director (supervisor)
- Office team
- Regional director
- OSUE HR
- Program area
- Mentor
- Self-directed resources

Learn about:
- OSU and OSUE
- County office (unit)
- Program area/job area

Cochran & Earnest, 2008
County Director’s Role

• Active planning & interaction critical

Some thoughts…

• Before 1st Day
• 1st Day
• 1st Week
• 1st Month
• Beyond

Cochran & Earnest, 2008
Resources

• Your HR Team
• County Director Guide Sheet #8
• New Employee Resources @ extensionhr.osu.edu
  – Orientation briefcase
  – Orientation self-check – lists for employees and directors
  – Learning the ROPES – for educators, list for directors
  – Glossary
• Mentoring program
  – Required for educators; available for all employees
• Professional development

Cochran & Earnest, 2008
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